

Federal City Performing Arts Association

Board of Directors Meeting Minutes

Wednesday, January 09, 2000
2801 M St., NW, Washington, DC

Present: Darrell Lewis, Fred Boykin, Jerry Carpenter, Jeff Peirce, Chip Heath, Kris Marshall, Joe Vignali, Steve Herman, ~~Gordon Tanner~~, Mark Ohnmacht, Gordon McGraw, Ron Sabacek
Absent: Thom Gibb
Staff: Greg Ruffer, John Perkins
Guests: Wallace Whitworth

I. Call to Order

Lewis called the meeting to order at 6:59 PM.

II. Approval of Minutes

Herman moves to approve the minutes as amended, Ohnmacht seconds. Unanimously approved.

III. Board Position

Boykin moves the appointment of Wallace Whitworth to fill the open board position for a term ending in June 2000. Vignali seconds, unanimous in favor.

Wallace Whitworth joins the Board of Directors as the second appointed community member position. Wallace is the Assistant Director of Development/Annual Giving Programs at the Kennedy Center, a post held since 1991. He directs three large giving programs, including The Kennedy Center Stars and National Symphony Orchestra Association and the KC Circles Fund. He created the KC Business Partners in 1994, which targeted medium-sized Washington area corporations, and he managed The Camelot Circle, an organization of young adult patrons. Wallace received his B.A. in English from the University of South Carolina and has directed both marketing and development programs over the last 22 years for arts institutions, including New York City Opera and Houston Symphony.

One open position remains vacated by Gordon Tanner with a term ending in 2001.

IV. Finance Report

Peirce is currently projecting a deficit at this time. The Holiday season concert sales reached an all time high. PF Holiday concert was also very successful netting almost \$1,800 compared to the projected break-even budget forecast. Fundraising events have had mixed results: Family & Friends having not been well received and the raffle off to a slow start. Other efforts like the year-end appeal written by John Perkins raised slightly more than \$2K. Merchandising sales at the Holiday concert were higher than planned and brought overall merchandising backup to budget for the year to date. Production and music costs are running higher than budgeted for the productions.

Herman expressed concern over the lack of control the Board has over the expenses of things. He said that planning and marketing seem lacking. We are liable to expenses. What control do we have over the costs at events? His concern was for the ticket sales of "Little Shop" and the expenses incurred at the Holiday concert. Ohnmacht expressed concern over the budget lines for gifts (sponsorships) and indicated that we need to concentrate on major gifts at this time to correct any shortfall.

Sabacek asked what stake the Chorus has in productions like "Little Shop" for their success. It was indicated that the expenses have already been incurred and the canceling of show that may not sell out will not be an option. The Board agreed with Herman that it was up to us to market the event and to try to provide support for the opening nights of the event.

Boykin was empowered by the Board to begin follow through with the optional fundraiser to the Capital Club event, now proposed to be an open art auction like last year.

Carpenter moves the acceptance of the Finance Report, McGraw seconds, Unanimous in favor.

V. Music

Ruffer presented a written clarification of the vocal review process. The written process will be the springboard to a policy statement concerning vocal reviews in the future. Ruffer asked for Board support for the process. Ruffer has printed the March concert program and is still working to complete the June concert line-up. The American Choral Director's have invited Potomac Fever to Richmond, VA for a 45 minute set on August 11, 2000. See report for more detail.

VI. Operations Report

Boykin presented the fundraising options proposed by the OPS committee for review. Ruffer opposed the option of doing a 'porn party' and was supported by some Board members. Highlighted reports were:

Tickets/Marketing - refunds were being made for Let Us Entertain You by allow people to exchange tickets for "Little Shop" -

20th Anniversary web site established at cmow20@aol.com - now accepting suggestions for committee members.

Artistic Advisor has send out surveys for the Holiday concert.

Membership suggested early new member orientation, "college registration" process, Lester to present GALA overview meeting for new members.

Production praised the break down assistance and setup at the Holiday concert.

VII. Director Search Update

Vignali reported that nine applications for Director have been received. Albinder has joined the search committee as an outside representative. Board has been asked to consider questions that will be posed during the interview process. Carpenter asked if the questions from the previous director search were available. Those questions will be sought from the previous chair.

VIII. Executive Director's Report

See written report for details. Perkins stated that United Airlines created a new office, the Lesbian & Gay Sponsorship Program, to coordinate all headquarters funding to the market segment. Perkins submitted a proposal in November for sponsorship for 2000 and to cover the 20th Anniversary year. He requested cash gift of \$8K and 12 round-trip airlines tickets. UL announced that they preferred awarding gifts based on air travel. We expect to hear from UL by January 20ish. The Horsley Memorial generated \$3160 in gifts from 37 individuals and couples. A new sponsorship has come from the Clothing Recycling Company for the March concert.

IX. President's Report

Lewis expressed thanks for the increased members and ticket sales. He suggested we express the positive message of fundraising impact on the organization. Thanks were given to Ruffer for his turning our ideas into reality for the concerts so far. Lewis encourages attendance at the March concert and that we can make it a very successful event.

X. Old Business

Heath asked for a report on loose ends concerning the following items:

Survey on Cole Porter	Administrative Assistant post	Holloway Honor
Future Search	San Francisco Coordination	Website redesign
Memorial Quilt	Development /Fundraising	Rehoboth Coordination

A report will be given at the next meeting.

XI. New Business

"Light My Steps" Board fundraiser presented by Chadburn/Nichols is slated for Friday, March 10, 2000 at St. Margaret's Church. Reception coordinator will be Carpenter and marketing coordinator will be Gibb. The event will be a free admission with a suggested donation of \$5 - \$10.

Secretary Note: We express our sincere apology to Dan Chadburn and Tom Nichols for having entered this event in the previous minutes as being a Chadburn event. From this point on the event will be billed as Chadburn/Nichols event.

Herman expressed desire for the Board to visit a policy on what is required to be a member of GMCW, what are the criteria of membership. This is in reference to scholarships and volunteerism.

The Health Policy issue is being discussed with Bill Gannon who is writing a draft that will be presented soon.

The Work Performance Committee presented the outline of the policy process. The focus of the committee is volunteer structure, coordination, and position transfers. Lewis asked that the committee consider volunteer recruitment as well.

XII. Adjournment

Vignali moves for adjournment, McGraw seconds, Unanimous in favor.

Respectfully submitted,

Jerry Carpenter -- Secretary, FCPAA

GMCW affirms the Gay experience and promotes a culture of diversity through musical and performance excellence